

**The Greene School  
BOD Meeting Minutes  
Workdigz  
16 International Way  
Warwick, RI  
December 17th, 2014 at 6:30PM**

Open Session:

Call to order at 6:31PM

Members present: Amy Pratt, Laura Clavette, Jen Sherer, Christa Andrews, Dick West, Paul Morse, Kelly Presley. Quorum met with 7/10 present

Non- members present: Ms. Duncan ( Head of School), Lisa Cash ( Business Manager) and students and families from the school

Reading of the Mission Statement by: Lisa Cash

Welcome Staff member and Students of the Quarter: Ms. Duncan formally recognized the teacher and students for their achievement. All shook hands with board members

Public Comment (15 minute limit)- 2 parents spoke in regards to the school- had positive things to say. After public comment session, all families, students and teacher were invited to stay but left the meeting at 7 PM

Approval of the 11/19/14 meeting minutes- **Paul made a motion to approve the 11/19/14 meeting minutes. Kelly 2<sup>nd</sup>. All agreed unanimously.**

Conduct nominations/elections of Officers of the Board of Directors- **Paul made a motion to nominate Amy Pratt as President of the Board, Jen Sherer as Vice President, Joel LaSalle as Treasurer and Laura Clavette as Secretary. Dick 2<sup>nd</sup>. All agreed unanimously.**

Old Business:

1. Head of School update
  - a. Head of School report has been circulated
  - b. In numbers of applications for next school year- we are way ahead than the previous year at this time. Ms. Fontes (our Guidance Counselor) attends open house fairs and brings TGS students as well.
  - c. Intensives- national EL conference in Boston – two instructors from school and Ms. Duncan were master class presenters –we also had 13 TGS students there
  - d. Credentialing (as an Expeditionary Learning School)- will be interesting with all the work to do- we need historical data to show our improvement
    - i. Need a strong electronic portfolio for presentations
    - ii. Will be presented and introduced to all the teachers in January
  - e. Alumnae Day went well and will become a tradition
  - f. Restorative practices- had the first student participate in this practice- went well and the family was pleased with this tool.
  - g. 2 of the 4 students that did not graduate last year, have graduated
2. Finance Committee update
  - a. Audit update
    - i. Nancy Mancini and Lisa are going back and forth on email about documentation- this has mostly been because the school is new to her
    - ii. Most audit work has been done off site this year

3. Academic Standards Committee update
  - a. Expansion request has been submitted
  - b. We need to have board members at the Board of Education meeting when this is discussed
4. Facilities Committee report
  - a. A meeting was held at the USDA loan office with Joanne Demars
  - b. Dee, Gayle, Amy and Paul attended- hoping to get a 4 year fixed loan with 100% financing, 40 year term
  - c. Union Studios – did Quest Montessori School through the USDA office.
  - d. Andrew Barkley, who helped with our master plan is at Union Studios now.
  - e. We can apply for an equipment grant now through USDA.
  - f. USDA recommended we use an architect who has already used their loan process.
5. Fundraising Committee report
  - a. Auction results
    - i. Online auction brought in over \$4,000.00
  - b. Cow Golf
    - i. Will be held in May
  - c. 100 mile dinner venue
    - i. Working on identifying the audience and looking for a good central location for now

New Business:

1. Website update
  - a. Paul got a few quotes and they were much more than Ms. Halls.
2. At 7:30PM, **Laura made a motion to enter into Executive Session: R.I.G.L. 42-46-5(a) (5) Any discussions or considerations related to the acquisition or lease of real property for public purposes, or of the disposition of publicly held property wherein advanced public information would be detrimental to the interest of the public. Jen 2<sup>nd</sup>. All agree unanimously.**
3. At 8:01PM, **Laura made a motion to return to Open session. Christa 2<sup>nd</sup>**
  - a. All agreed unanimously
4. **It was announced that no votes were taken in executive session**
5. **Paul made a motion to seal the minutes from executive session. Jen 2<sup>nd</sup>. All agreed unanimously**

**At 8:14PM, Dick made a motion to adjourn the meeting, Paul 2<sup>nd</sup>. All agreed unanimously.**